AHEC Meeting Minutes

Date: Wednesday, June 21st, 2023, 8:00pm

Attendees:

Zheng

Wentao

Shakul

Tzu-An

Yanina

Katie

Deirdre

Minutes: Yun-Sheng

[Update] Suggestion Box/Open forum

* None

[Update] Report back from any outside meetings

* None

[Discussion] Orientation funding

* Applied for orientation event and three medium and one small events

Gym/Aero room card access

* Julie said cannot be done

Garden

* Wire fence done by Wentao
* Yanina has informed garden officers about the fences

Bike room

* Yanina will tell Julie to get the hangers

Officer of the month

* Discussion whether we should keep it
	+ The number of nominated officers is low
	+ Does not necessarily have to be nominated, can be decided by AHEC
* Send out the last two officer of the month
* Yanina will come up with new system to honor officers without being obligated to select one for each month

Officer leave policy

* Tzu-An might try out Outlook calendar

Gym equipment

* Shakul has consolidated the gym survey, will send it to Julie
* Maintenance has higher priority than getting new equipment

TEEC collaboration

* TEEC will serve alcohol for dance party
* Shakul suggested explicitly defining what sorts of collaboration we’re looking for

Website Migration

* Shakul will schedule a meeting with Mingran, Maitreyi, and Maisy

Vacuums

* Tzu-An is drafting the vacuum policy
* Tzu-An will talk to the front desk if temporary bans can be implemented
* Tzu-An will check with Wentao if vacuums are funded by house tax
* Zheng will reach out to operation officers about whether the policy can be enforced
* Katie suggested adding the rule of not using water to clean up the vacuum

BBQ policy

* Cleaning policy: should the current users clean it up or the next users?
* Possibility of mortgaging the ID card to use the equipment
* Wentao is drafting the policy, needs some feedback

Funding

* Wentao will reach out to Naomi to ask if budget reaching zero would be an issue, and CC Adam

Julie meetings

* Setting up an agenda with Julie

Closet Inventory Sale

* Wentao will do this on the weekend

Will Fund

* Coffee machine will not be included